



Internal Services

Budget Office

Department Summary

The Budget Office is responsible for the County's budgeting, and financial planning functions. The department works with the Board of County Commissioners and county departments to develop the county budget, long-term financial projections, and operational policies.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Budget Office	\$0	\$1,633,735	\$840,975	\$1,693,188	\$0	\$1,693,188
<u>Total:</u>	<u>\$0</u>	<u>\$1,633,735</u>	<u>\$840,975</u>	<u>\$1,693,188</u>	<u>\$0</u>	<u>\$1,693,188</u>

Expenditures By Obj. Category

Salaries, Regular	\$0	\$1,163,324	\$630,492	\$1,160,539	\$0	\$1,160,539
Benefits	\$0	\$401,372	\$187,485	\$472,069	\$0	\$472,069
Allowances	\$0	\$0	\$192	\$0	\$0	\$0
Supplies	\$0	\$8,900	\$3,054	\$8,900	\$0	\$8,900
Temporary Services	\$0	\$1,317	\$0	\$1,318	\$0	\$1,318
Professional Services	\$0	\$8,626	\$2,391	\$8,626	\$0	\$8,626
Travel and Training	\$0	\$22,016	\$4,983	\$17,016	\$0	\$17,016
Other Services	\$0	\$28,180	\$12,378	\$24,720	\$0	\$24,720
<u>Total:</u>	<u>\$0</u>	<u>\$1,633,735</u>	<u>\$840,975</u>	<u>\$1,693,188</u>	<u>\$0</u>	<u>\$1,693,188</u>

Budget Office

Program Summary

Budget Office

The Office of Budget is organized to establish, monitor and amend the operating and capital budgets for Clark County pursuant to Washington State Law. Functions include facilitating the long range planning, operational planning, budgeting and performance measuring/benchmarking processes for the County. The office is also responsible for involving the community in planning and budgeting.

Operational planning Categories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$0	\$1,163,324	\$630,492	\$1,160,539	\$0	\$1,160,539
Benefits	\$0	\$401,372	\$187,485	\$472,069	\$0	\$472,069
Allowances	\$0	\$0	\$192	\$0	\$0	\$0
Supplies	\$0	\$8,900	\$3,054	\$8,900	\$0	\$8,900
Temporary Services	\$0	\$1,317	\$0	\$1,318	\$0	\$1,318
Professional Services	\$0	\$8,626	\$2,391	\$8,626	\$0	\$8,626
Travel and Training	\$0	\$22,016	\$4,983	\$17,016	\$0	\$17,016
Other Services	\$0	\$28,180	\$12,378	\$24,720	\$0	\$24,720
<u>Total:</u>	<u>\$0</u>	<u>\$1,633,735</u>	<u>\$840,975</u>	<u>\$1,693,188</u>	<u>\$0</u>	<u>\$1,693,188</u>

Central Stores

Department Summary

This budget reflects the purchase of general office supplies for resale to County operating departments. Such centralized purchasing of commonly used commodities reduces the total costs.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Central Stores	\$1,076,240	\$990,000	\$405,972	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,076,240</u>	<u>\$990,000</u>	<u>\$405,972</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>Expenditures By Obj. Category</u>						
Supplies	\$1,076,240	\$990,000	\$405,972	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,076,240</u>	<u>\$990,000</u>	<u>\$405,972</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Central Stores

Program Summary

Central Stores

Central Stores receives requests for office supplies from all departments, pulls the requested items from its warehouse stock and boxes them for pick-up by the department. Purchasing office supplies in large quantities allows the County to take advantage of volume discounts that would not normally be available to individual departments, thereby, saving public funds. By providing a ready stock of office supplies for immediate use, Central Stores also improves the efficiency and public responsiveness of the departments that use its services.

Operational planning Categories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$1,076,240	\$990,000	\$405,972	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,076,240</u>	<u>\$990,000</u>	<u>\$405,972</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Central Support Services

Department Summary

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Central Support Services	\$99,424	\$110,000	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$99,424</u>	<u>\$110,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>Expenditures By Obj. Category</u>						
Transfers	\$99,424	\$110,000	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$99,424</u>	<u>\$110,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Central Support Services

Program Summary

Central Support Services

This is a Central Support Services

Operational planning Cagories

Purpose:

Scope:

		2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>		Actual	Budget	Actual	Baseline	Adjustment	Recommended
Transfers		\$99,424	\$110,000	\$0	\$0	\$0	\$0
	<u>Total:</u>	<u>\$99,424</u>	<u>\$110,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Facilities Management

Department Summary

This department is responsible for the maintenance of all County buildings. Activities include preventative maintenance, emergency and unscheduled repairs, and performance of remodeling projects at the request of operating departments. The County contracts for routine janitorial services.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Facilities Maintenance	\$16,435,973	\$17,171,740	\$8,702,844	\$16,111,964	\$0	\$16,111,964
<u>Total:</u>	<u>\$16,435,973</u>	<u>\$17,171,740</u>	<u>\$8,702,844</u>	<u>\$16,111,964</u>	<u>\$0</u>	<u>\$16,111,964</u>

Expenditures By Obj. Category

Salaries, Regular	\$4,443,084	\$4,654,908	\$2,362,391	\$4,159,023	\$0	\$4,159,023
Benefits	\$1,405,343	\$1,906,460	\$821,285	\$2,166,015	\$0	\$2,166,015
Allowances	\$38,381	\$40,630	\$1,138	\$40,630	\$0	\$40,630
Overtime/Comp Time	\$108,746	\$70,602	\$32,427	\$70,602	\$0	\$70,602
Supplies	\$1,462,202	\$1,319,456	\$484,389	\$1,302,509	\$0	\$1,302,509
Temporary Services	\$43,861	\$20,000	\$57,378	\$20,000	\$0	\$20,000
Professional Services	\$643,199	\$559,968	\$199,405	\$559,968	\$0	\$559,968
Travel and Training	\$7,057	\$25,000	\$7,894	\$25,000	\$0	\$25,000
Other Services	\$7,926,305	\$8,482,379	\$3,874,734	\$6,549,020	\$0	\$6,549,020
Internal Charges	\$0	\$0	\$9,540	\$17,280	\$0	\$17,280
Transfers	\$285,808	\$87,285	-\$10,358	\$0	\$0	\$0
Debt Service and Interest	\$71,987	\$5,052	\$788,988	\$1,027,365	\$0	\$1,027,365
Capital Expenditures	\$0	\$0	\$73,633	\$174,552	\$0	\$174,552
<u>Total:</u>	<u>\$16,435,973</u>	<u>\$17,171,740</u>	<u>\$8,702,844</u>	<u>\$16,111,964</u>	<u>\$0</u>	<u>\$16,111,964</u>

Facilities Management

Program Summary

Facilities Maintenance

This program comprises a technical support group that provides management, administration, and maintenance for General Government facilities and various rental buildings. Activities include preventive maintenance, repair maintenance, construction, engineering services and an energy conservation program.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$4,443,084	\$4,654,908	\$2,362,391	\$4,159,023	\$0	\$4,159,023
Benefits	\$1,405,343	\$1,906,460	\$821,285	\$2,166,015	\$0	\$2,166,015
Allowances	\$38,381	\$40,630	\$1,138	\$40,630	\$0	\$40,630
Overtime/Comp Time	\$108,746	\$70,602	\$32,427	\$70,602	\$0	\$70,602
Supplies	\$1,462,202	\$1,319,456	\$484,389	\$1,302,509	\$0	\$1,302,509
Temporary Services	\$43,861	\$20,000	\$57,378	\$20,000	\$0	\$20,000
Professional Services	\$643,199	\$559,968	\$199,405	\$559,968	\$0	\$559,968
Travel and Training	\$7,057	\$25,000	\$7,894	\$25,000	\$0	\$25,000
Other Services	\$7,926,305	\$8,482,379	\$3,874,734	\$6,549,020	\$0	\$6,549,020
Internal Charges	\$0	\$0	\$9,540	\$17,280	\$0	\$17,280
Transfers	\$285,808	\$87,285	-\$10,358	\$0	\$0	\$0
Debt Service and Interest	\$71,987	\$5,052	\$788,988	\$1,027,365	\$0	\$1,027,365
Capital Expenditures	\$0	\$0	\$73,633	\$174,552	\$0	\$174,552
Total:	\$16,435,973	\$17,171,740	\$8,702,844	\$16,111,964	\$0	\$16,111,964

General Government Major Maintenance

Department Summary

The Major Maintenance Reserve Fund (5193) was established during 1997 under the control of the Office of Budget to manage the reserves generated by both the existing and the proposed programs with funding coming from the General Fund (0001), the ER & R Fund (5091), and the Road Fund (1012). Expenditures will be for project costs incurred by the service provider in accordance with the long term maintenance programs. The long term programs will include a contingency element which will enable changes to the annual program to be made by the County Administrator with the overall budget appropriations. The projects in this department relate specifically to general government facilities mostly in the downtown campus area.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
General Government Major Maintenance	\$1,282,135	\$475,536	\$183,916	\$100,000	\$500,000	\$600,000
<u>Total:</u>	<u>\$1,282,135</u>	<u>\$475,536</u>	<u>\$183,916</u>	<u>\$100,000</u>	<u>\$500,000</u>	<u>\$600,000</u>
 <u>Expenditures By Obj. Category</u>						
Supplies	\$1,178,312	\$375,536	\$27,476	\$0	\$0	\$0
Professional Services	\$103,494	\$100,000	\$95,741	\$100,000	\$0	\$100,000
Other Services	\$329	\$0	\$2,416	\$0	\$0	\$0
Capital Expenditures	\$0	\$0	\$58,283	\$0	\$500,000	\$500,000
<u>Total:</u>	<u>\$1,282,135</u>	<u>\$475,536</u>	<u>\$183,916</u>	<u>\$100,000</u>	<u>\$500,000</u>	<u>\$600,000</u>

General Government Major Maintenance

Program Summary

General Government Major Maintenance

This program includes cost for major maintenance projects performed for all Clark County Facilities. These buildings include, but are not limited to the County Courthouse, Franklin Center, 911 Emergency Services Center, 1408 Franklin and others. In addition to major maintenance projects, this program includes minor maintenance and remodel projects.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$1,178,312	\$375,536	\$27,476	\$0	\$0	\$0
Professional Services	\$103,494	\$100,000	\$95,741	\$100,000	\$0	\$100,000
Other Services	\$329	\$0	\$2,416	\$0	\$0	\$0
Capital Expenditures	\$0	\$0	\$58,283	\$0	\$500,000	\$500,000
Total:	\$1,282,135	\$475,536	\$183,916	\$100,000	\$500,000	\$600,000

BUDGET ADJUSTMENTS:

		Expenditure	FTE	Revenue
360k Heritage Farm Grant	5193-330-02	The request is to carryover federal energy block grant related budget authority into 2001-2012 to facilitate required heating and cooling improvements to the 78th Street historic building.		
5193-330-518300-Major Maintenance		\$360,000	0.00	\$0
Heritage Farm 140K	5193-330-01	This is a request to carry forward \$140,000 in general fund funding for improvements to the historic building on the 78th Street Heritage Farm.		
5193-330-518300-Major Maintenance		\$140,000	0.00	\$0
BUDGET ADJUSTMENTS TOTAL:		\$500,000	0.00	\$0

General Services

Department Summary

The General Services department provides a wide variety of internal support services to the County's operating departments. Included are purchasing, printing, mail room, telecommunications, records, facilities management, construction services, and loss control. However, facilities management and loss control budgets will be submitted under separate cover.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Printing	\$1,002,580	\$569,786	\$236,330	\$638,218	\$0	\$638,218
Purchasing	\$2,025,572	\$2,155,243	\$1,042,425	\$1,925,140	\$0	\$1,925,140
GS Records Management Division	\$540,048	\$494,971	\$231,867	\$482,589	\$0	\$482,589
Railroad	\$0	\$329,457	\$89,299	\$189,408	\$0	\$189,408
Mailroom	\$1,422,449	\$987,080	\$518,210	\$987,107	\$0	\$987,107
Telecommunications	\$476,841	\$201,050	\$105,059	\$212,364	\$0	\$212,364
Total:	<u>\$5,467,490</u>	<u>\$4,737,587</u>	<u>\$2,223,190</u>	<u>\$4,434,826</u>	<u>\$0</u>	<u>\$4,434,826</u>

Expenditures By Obj. Category

Salaries, Regular	\$2,267,647	\$2,291,113	\$1,218,706	\$2,075,897	\$0	\$2,075,897
Benefits	\$765,679	\$991,214	\$441,934	\$1,018,768	\$0	\$1,018,768
Allowances	\$0	\$0	\$632	\$0	\$0	\$0
Overtime/Comp Time	\$1,852	\$7,000	\$197	\$7,000	\$0	\$7,000
Supplies	\$233,375	\$434,752	\$63,824	\$190,914	\$0	\$190,914
Temporary Services	\$92,808	\$0	\$814	\$0	\$0	\$0
Professional Services	\$89,375	\$19,900	\$741	\$19,400	\$0	\$19,400
Travel and Training	\$12,308	\$17,302	\$2,397	\$4,654	\$0	\$4,654
Other Services	\$1,457,847	\$974,554	\$493,345	\$1,118,193	\$0	\$1,118,193
Internal Charges	\$0	\$1,752	\$600	\$0	\$0	\$0
Capital Expenditures	\$546,599	\$0	\$0	\$0	\$0	\$0
Total:	<u>\$5,467,490</u>	<u>\$4,737,587</u>	<u>\$2,223,190</u>	<u>\$4,434,826</u>	<u>\$0</u>	<u>\$4,434,826</u>

General Services

Program Summary

GS Records Management Division

Records Management helps county departments comply with state laws relating to the preservation, access, and destruction of records (RCW 40.14, RCW 42.17). Records Management provides a range of services designed to reduce the amount of time county staff spends managing records, reduce the amount of space devoted to records storage, and reduce the overall costs required for maintaining all county records.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$291,997	\$287,756	\$149,317	\$291,512	\$0	\$291,512
Benefits	\$128,214	\$158,497	\$69,443	\$140,359	\$0	\$140,359
Allowances	\$0	\$0	\$89	\$0	\$0	\$0
Overtime/Comp Time	\$208	\$0	\$0	\$0	\$0	\$0
Supplies	\$55,407	\$18,536	\$3,324	\$14,844	\$0	\$14,844
Temporary Services	\$34,711	\$0	\$0	\$0	\$0	\$0
Professional Services	\$635	\$9,800	\$693	\$9,800	\$0	\$9,800
Travel and Training	\$1,738	\$2,800	\$435	\$904	\$0	\$904
Other Services	\$24,927	\$16,982	\$8,266	\$25,170	\$0	\$25,170
Internal Charges	\$0	\$600	\$300	\$0	\$0	\$0
Capital Expenditures	\$2,211	\$0	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$540,048</u>	<u>\$494,971</u>	<u>\$231,867</u>	<u>\$482,589</u>	<u>\$0</u>	<u>\$482,589</u>

General Services

Program Summary

Mailroom

The Mail room provides centralized handling of all internal and U.S. Postal Service mail pick up, sorting, delivery, metering and posting. This primary daily operation is often intermixed with the handling of special bulk mailings, UPS postings and other special mail-handling requirements. This centralization generates the volume necessary to obtain less costly pre sort rates, provides more timely delivery service to take advantage of interest earnings on incoming funds, and ensures that public funds are used most efficiently in regard to postal charges.

Operational planning Categories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$175,844	\$186,848	\$79,718	\$77,876	\$0	\$77,876
Benefits	\$75,636	\$98,670	\$34,915	\$62,562	\$0	\$62,562
Allowances	\$0	\$0	\$56	\$0	\$0	\$0
Overtime/Comp Time	\$271	\$2,000	\$0	\$2,000	\$0	\$2,000
Supplies	\$9,277	\$4,450	\$3,020	\$4,450	\$0	\$4,450
Temporary Services	\$6,522	\$0	\$407	\$0	\$0	\$0
Travel and Training	\$0	\$300	\$0	\$0	\$0	\$0
Other Services	\$1,154,899	\$694,812	\$399,794	\$840,219	\$0	\$840,219
Internal Charges	\$0	\$0	\$300	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,422,449</u>	<u>\$987,080</u>	<u>\$518,210</u>	<u>\$987,107</u>	<u>\$0</u>	<u>\$987,107</u>

General Services

Program Summary

Printing

The Print shop receives requests for copies from all departments. These requests are printed and the printed materials are delivered to the requesting department(s). The Print shop also provides services such as padding, collating, punching and direct delivery to the Mail room.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$220,581	\$154,994	\$89,567	\$179,958	\$0	\$179,958
Benefits	\$81,857	\$78,422	\$46,076	\$120,276	\$0	\$120,276
Allowances	\$0	\$0	\$55	\$0	\$0	\$0
Overtime/Comp Time	\$690	\$3,000	\$0	\$3,000	\$0	\$3,000
Supplies	\$132,118	\$155,080	\$53,843	\$155,080	\$0	\$155,080
Temporary Services	\$6,522	\$0	\$407	\$0	\$0	\$0
Professional Services	\$77,347	\$2,000	\$0	\$2,000	\$0	\$2,000
Travel and Training	\$129	\$400	\$0	\$400	\$0	\$400
Other Services	\$176,903	\$175,890	\$46,382	\$177,504	\$0	\$177,504
Capital Expenditures	\$306,433	\$0	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,002,580</u>	<u>\$569,786</u>	<u>\$236,330</u>	<u>\$638,218</u>	<u>\$0</u>	<u>\$638,218</u>

General Services

Program Summary

Purchasing

The Purchasing Division receives requests for all supplies, services, and equipment required by County departments. Purchasing staff then obtain pricing, select vendors, arrange for purchase, follow up on delivery, address complaints, and maintain working relationships with the associated vendors. Through centralized procurement and control, the department provides for the fair and equitable treatment of all persons involved in Clark County's purchasing process, maximizes the purchasing value of public funds, and provides safeguards for maintaining the system's quality and integrity.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$1,428,269	\$1,462,681	\$759,700	\$1,260,095	\$0	\$1,260,095
Benefits	\$436,424	\$575,903	\$245,501	\$579,455	\$0	\$579,455
Allowances	\$0	\$0	\$379	\$0	\$0	\$0
Overtime/Comp Time	\$683	\$2,000	\$197	\$2,000	\$0	\$2,000
Supplies	\$36,573	\$24,135	\$3,549	\$16,540	\$0	\$16,540
Temporary Services	\$45,053	\$0	\$0	\$0	\$0	\$0
Professional Services	\$11,389	\$7,500	\$43	\$7,000	\$0	\$7,000
Travel and Training	\$8,034	\$11,602	\$1,962	\$3,350	\$0	\$3,350
Other Services	\$58,984	\$70,270	\$31,094	\$56,700	\$0	\$56,700
Internal Charges	\$0	\$1,152	\$0	\$0	\$0	\$0
Capital Expenditures	\$163	\$0	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$2,025,572</u>	<u>\$2,155,243</u>	<u>\$1,042,425</u>	<u>\$1,925,140</u>	<u>\$0</u>	<u>\$1,925,140</u>

General Services

Program Summary

Railroad

Operational planning Cagories

Purpose:

Scope:

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$0	\$65,832	\$67,047	\$131,664	\$0	\$131,664
Benefits	\$0	\$31,074	\$22,225	\$57,744	\$0	\$57,744
Allowances	\$0	\$0	\$27	\$0	\$0	\$0
Supplies	\$0	\$232,551	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$0</u>	<u>\$329,457</u>	<u>\$89,299</u>	<u>\$189,408</u>	<u>\$0</u>	<u>\$189,408</u>

General Services

Program Summary

Telecommunications

The Telecommunications Division provides centralized voice communication equipment, services and support. It maintains and installs all related equipment, monitors service levels, provides technical support and training, processes and monitors all associated costs, and monitors the telecommunication market so it can advise county departments on how to improve service levels through new technology.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$150,956	\$133,002	\$73,357	\$134,792	\$0	\$134,792
Benefits	\$43,548	\$48,648	\$23,774	\$58,372	\$0	\$58,372
Allowances	\$0	\$0	\$26	\$0	\$0	\$0
Supplies	\$0	\$0	\$88	\$0	\$0	\$0
Professional Services	\$4	\$600	\$5	\$600	\$0	\$600
Travel and Training	\$2,407	\$2,200	\$0	\$0	\$0	\$0
Other Services	\$42,134	\$16,600	\$7,809	\$18,600	\$0	\$18,600
Capital Expenditures	\$237,792	\$0	\$0	\$0	\$0	\$0
Total:	<u>\$476,841</u>	<u>\$201,050</u>	<u>\$105,059</u>	<u>\$212,364</u>	<u>\$0</u>	<u>\$212,364</u>

Human Resources

Department Summary

The Human Resources Department is responsible for all personnel functions of county government including recruitment, hiring, compensation, benefits, labor relations, employee relations, civil service, training and others. The missions of the department is to enhance the effectiveness with which the County hires, compensates and manages its employees in support of each department's goals.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Human Resources Services	\$2,856,948	\$3,067,519	\$1,341,131	\$2,896,324	\$0	\$2,896,324
CCSO Testing 201	\$183,769	\$170,150	\$90,785	\$166,795	\$0	\$166,795
County Wide Programs	\$742,394	\$576,506	\$406,890	\$654,437	\$0	\$654,437
<u>Total:</u>	<u>\$3,783,111</u>	<u>\$3,814,175</u>	<u>\$1,838,806</u>	<u>\$3,717,556</u>	<u>\$0</u>	<u>\$3,717,556</u>

Expenditures By Obj. Category

Salaries, Regular	\$2,316,377	\$2,137,189	\$1,201,742	\$2,256,185	\$0	\$2,256,185
Benefits	\$649,426	\$923,694	\$391,946	\$899,743	\$0	\$899,743
Allowances	\$0	\$0	\$534	\$0	\$0	\$0
Overtime/Comp Time	\$7,306	\$25,000	\$0	\$5,000	\$0	\$5,000
Supplies	\$48,475	\$83,000	\$15,650	\$47,500	\$0	\$47,500
Temporary Services	\$34,973	\$45,000	\$10,359	\$35,000	\$0	\$35,000
Professional Services	\$494,112	\$280,510	\$128,290	\$276,000	\$0	\$276,000
Travel and Training	\$46,470	\$40,000	\$10,589	\$24,500	\$0	\$24,500
Other Services	\$185,972	\$279,782	\$79,696	\$173,628	\$0	\$173,628
<u>Total:</u>	<u>\$3,783,111</u>	<u>\$3,814,175</u>	<u>\$1,838,806</u>	<u>\$3,717,556</u>	<u>\$0</u>	<u>\$3,717,556</u>

Human Resources

Program Summary

CCSO Testing 201

This program is responsible for recruiting and selecting most Sheriff's Office personnel and carrying out related administrative functions on behalf of the Civil Service Commissioner.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$132,477	\$126,756	\$63,354	\$120,418	\$0	\$120,418
Benefits	\$32,810	\$43,394	\$17,452	\$46,377	\$0	\$46,377
Allowances	\$0	\$0	\$27	\$0	\$0	\$0
Supplies	\$19	\$0	\$168	\$0	\$0	\$0
Professional Services	\$18,463	\$0	\$9,614	\$0	\$0	\$0
Travel and Training	\$0	\$0	\$107	\$0	\$0	\$0
Other Services	\$0	\$0	\$63	\$0	\$0	\$0
Total:	\$183,769	\$170,150	\$90,785	\$166,795	\$0	\$166,795

Human Resources

Program Summary

County Wide Programs

This program encompasses a variety of distinct special programs administered by the department: the Employee Assistance Program; the Property Tax Work-off Program which assists low-income and disabled persons to meet County property tax obligations through temporary work; the Courthouse Information Booth which is staffed by retired volunteers; employee recognition programs; and county-wide Training Programs which provide training opportunities of county-wide application.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$437,668	\$414,634	\$278,763	\$467,201	\$0	\$467,201
Benefits	\$121,418	\$161,872	\$85,481	\$184,736	\$0	\$184,736
Allowances	\$0	\$0	\$130	\$0	\$0	\$0
Overtime/Comp Time	\$1,465	\$0	\$0	\$0	\$0	\$0
Supplies	\$2,055	\$0	\$0	\$0	\$0	\$0
Temporary Services	\$24,064	\$0	\$10,263	\$0	\$0	\$0
Professional Services	\$128,118	\$0	\$12,047	\$0	\$0	\$0
Travel and Training	\$165	\$0	\$66	\$2,500	\$0	\$2,500
Other Services	\$27,441	\$0	\$20,140	\$0	\$0	\$0
<u>Total:</u>	<u>\$742,394</u>	<u>\$576,506</u>	<u>\$406,890</u>	<u>\$654,437</u>	<u>\$0</u>	<u>\$654,437</u>

Human Resources

Program Summary

Human Resources Services

Provide professional services, programs and advice regarding all employment-related matters. Manage labor relations (12 bargaining units) and employee relations. Recommend policies and design and manage programs to select high-quality employees, to enhance the workplace, to treat employees fairly, and to provide total compensation packages that are competitive and cost effective. To ensure employment conditions meet legal compliance.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$1,746,232	\$1,595,799	\$859,625	\$1,668,566	\$0	\$1,668,566
Benefits	\$495,198	\$718,428	\$289,013	\$668,630	\$0	\$668,630
Allowances	\$0	\$0	\$377	\$0	\$0	\$0
Overtime/Comp Time	\$5,841	\$25,000	\$0	\$5,000	\$0	\$5,000
Supplies	\$46,401	\$83,000	\$15,482	\$47,500	\$0	\$47,500
Temporary Services	\$10,909	\$45,000	\$96	\$35,000	\$0	\$35,000
Professional Services	\$347,531	\$280,510	\$106,629	\$276,000	\$0	\$276,000
Travel and Training	\$46,305	\$40,000	\$10,416	\$22,000	\$0	\$22,000
Other Services	\$158,531	\$279,782	\$59,493	\$173,628	\$0	\$173,628
Total:	\$2,856,948	\$3,067,519	\$1,341,131	\$2,896,324	\$0	\$2,896,324

Information Services

Department Summary

The Information Services department is responsible for the County's information technology functions. The department manages the technology infrastructure, including network, servers, software applications, programmers and other staff, for county departments, the City of Vancouver, and other participating agencies.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
IS Administration	\$1,698,262	\$1,776,950	\$573,632	\$693,772	\$0	\$693,772
Help Desk	\$730,741	\$891,844	\$378,252	\$393,101	\$0	\$393,101
OBIS Operations	\$461,212	\$341,362	\$233,182	\$529,971	\$0	\$529,971
GF Systems and Programming	\$6,489,667	\$4,964,305	\$2,640,183	\$4,817,383	\$0	\$4,817,383
Network Communications-OBIS	\$1,844,021	\$1,590,309	\$996,385	\$2,460,857	\$283,352	\$2,744,209
System Administration	\$1,631,190	\$1,302,890	\$723,625	\$1,259,111	\$0	\$1,259,111
Data Circuits	\$1,878,631	\$2,104,883	\$1,049,381	\$2,095,530	\$0	\$2,095,530
<u>Total:</u>	<u>\$14,733,724</u>	<u>\$12,972,543</u>	<u>\$6,594,640</u>	<u>\$12,249,725</u>	<u>\$283,352</u>	<u>\$12,533,077</u>

Expenditures By Obj. Category

Salaries, Regular	\$7,388,479	\$6,407,999	\$3,722,353	\$6,481,843	\$0	\$6,481,843
Benefits	\$1,919,997	\$2,588,376	\$976,216	\$2,131,150	\$0	\$2,131,150
Allowances	\$91	\$1	\$1,148	\$0	\$0	\$0
Overtime/Comp Time	\$288,486	\$79,498	\$19,566	\$94,324	\$0	\$94,324
Supplies	\$1,924,246	\$1,346,549	\$259,024	\$1,164,706	\$0	\$1,164,706
Temporary Services	\$66,298	\$10,625	\$889	\$10,626	\$0	\$10,626
Professional Services	\$1,112,583	\$721,425	\$284,172	\$467,034	\$0	\$467,034
Travel and Training	\$158,782	\$164,976	\$16,222	\$39,478	\$0	\$39,478
Other Services	\$1,408,060	\$1,651,194	\$992,994	\$1,857,194	\$283,352	\$2,140,546
Internal Charges	\$17,889	\$2,600	\$1,929	\$3,370	\$0	\$3,370
Capital Expenditures	\$448,813	-\$700	\$320,127	\$0	\$0	\$0
<u>Total:</u>	<u>\$14,733,724</u>	<u>\$12,972,543</u>	<u>\$6,594,640</u>	<u>\$12,249,725</u>	<u>\$283,352</u>	<u>\$12,533,077</u>

Information Services

Program Summary

Data Circuits

Data circuits are purchased from an outside carrier and provide for a data connection between one location and another, including the internet. This is an IS function that budgets for and collects costs associated with this activity.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$716,357	\$911,624	\$503,724	\$958,526	\$0	\$958,526
Benefits	\$166,566	\$298,704	\$118,697	\$298,718	\$0	\$298,718
Allowances	\$56	\$1	\$144	\$0	\$0	\$0
Overtime/Comp Time	\$30,240	-\$12,554	\$4,061	\$12,352	\$0	\$12,352
Supplies	\$329,124	\$323,427	\$42,761	\$257,988	\$0	\$257,988
Temporary Services	\$0	\$2,125	\$0	\$2,126	\$0	\$2,126
Professional Services	\$415,901	\$416,993	\$244,098	\$415,438	\$0	\$415,438
Travel and Training	\$11,701	\$17,356	\$805	\$3,174	\$0	\$3,174
Other Services	\$188,091	\$147,207	\$134,847	\$147,208	\$0	\$147,208
Internal Charges	\$0	\$0	\$244	\$0	\$0	\$0
Capital Expenditures	\$20,595	\$0	\$0	\$0	\$0	\$0
Total:	\$1,878,631	\$2,104,883	\$1,049,381	\$2,095,530	\$0	\$2,095,530

Information Services

Program Summary

GF Systems and Programming

Systems and Programming provides application and programming support to critical systems including financial systems (payroll and general ledger system), law and justice systems (jail records and databases, case tracking, and 911 Emergency Dispatch.

[Operational planning Cagories](#)

Purpose: Essential

Scope: Regional (County-wide)

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$3,746,182	\$3,170,387	\$1,830,168	\$3,417,220	\$0	\$3,417,220
Benefits	\$990,621	\$1,234,170	\$493,554	\$1,207,239	\$0	\$1,207,239
Allowances	\$0	\$0	\$579	\$0	\$0	\$0
Overtime/Comp Time	\$168,172	\$56,300	\$9,213	\$46,220	\$0	\$46,220
Supplies	\$701,482	\$30,704	\$2,015	\$25,464	\$0	\$25,464
Professional Services	\$485,728	\$296,445	\$12,560	\$43,108	\$0	\$43,108
Travel and Training	\$70,283	\$103,178	\$13,792	\$15,324	\$0	\$15,324
Other Services	\$326,097	\$73,121	\$45,822	\$62,808	\$0	\$62,808
Capital Expenditures	\$1,102	\$0	\$232,480	\$0	\$0	\$0
Total:	\$6,489,667	\$4,964,305	\$2,640,183	\$4,817,383	\$0	\$4,817,383

Information Services

Program Summary

Help Desk

The help desk provides county, City of Vancouver, and other regional service customers telephone support for PC and network related problems and is the centralized clearinghouse of information on system status.

Operational planning Categories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$538,606	\$618,418	\$300,370	\$239,760	\$0	\$239,760
Benefits	\$140,334	\$219,620	\$78,368	\$99,571	\$0	\$99,571
Allowances	\$0	\$0	\$108	\$0	\$0	\$0
Overtime/Comp Time	\$846	\$1,500	\$265	\$1,500	\$0	\$1,500
Supplies	\$27,807	\$27,200	\$1,066	\$27,200	\$0	\$27,200
Temporary Services	\$0	\$6,000	\$0	\$6,000	\$0	\$6,000
Professional Services	\$0	\$1,000	\$0	\$1,000	\$0	\$1,000
Travel and Training	\$982	\$6,070	\$152	\$6,070	\$0	\$6,070
Other Services	\$22,166	\$12,036	-\$2,077	\$12,000	\$0	\$12,000
Total:	<u>\$730,741</u>	<u>\$891,844</u>	<u>\$378,252</u>	<u>\$393,101</u>	<u>\$0</u>	<u>\$393,101</u>

Information Services

Program Summary

IS Administration

IS administration provides administrative support to OBIS staff, plans and implements technology services, project management, and financial management.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$691,988	\$694,298	\$398,024	\$512,096	\$0	\$512,096
Benefits	\$205,508	\$421,750	\$115,239	\$55,210	\$0	\$55,210
Allowances	\$0	\$0	\$126	\$0	\$0	\$0
Overtime/Comp Time	\$2,530	\$4,150	\$893	\$4,150	\$0	\$4,150
Supplies	\$89,302	\$74,752	\$6,195	\$64,678	\$0	\$64,678
Temporary Services	\$10,867	\$2,500	\$889	\$2,500	\$0	\$2,500
Professional Services	\$186,422	\$2,508	\$22,345	\$3,008	\$0	\$3,008
Travel and Training	\$11,498	\$8,382	\$162	\$4,480	\$0	\$4,480
Other Services	\$67,332	\$566,710	\$28,074	\$44,280	\$0	\$44,280
Internal Charges	\$17,889	\$2,600	\$1,685	\$3,370	\$0	\$3,370
Capital Expenditures	\$414,926	-\$700	\$0	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,698,262</u>	<u>\$1,776,950</u>	<u>\$573,632</u>	<u>\$693,772</u>	<u>\$0</u>	<u>\$693,772</u>

Information Services

Program Summary

Network Communications-OBIS

Network communications provides the installation, maintenance, and repair of the equipment (switches, routers, hubs, etc.) that connect server computers to desktop computers and peripherals.

[Operational planning Cagories](#)

Purpose:

Scope:

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$616,700	\$172,288	\$196,366	\$362,764	\$0	\$362,764
Benefits	\$147,712	\$71,550	\$46,518	\$111,563	\$0	\$111,563
Allowances	\$14	\$0	\$56	\$0	\$0	\$0
Overtime/Comp Time	\$16,483	\$10,962	\$441	\$10,962	\$0	\$10,962
Supplies	\$488,271	\$691,982	\$152,891	\$602,984	\$0	\$602,984
Professional Services	\$3,116	\$847	\$431	\$848	\$0	\$848
Travel and Training	\$16,737	\$20,276	\$0	\$4,216	\$0	\$4,216
Other Services	\$554,988	\$622,404	\$552,009	\$1,367,520	\$283,352	\$1,650,872
Capital Expenditures	\$0	\$0	\$47,673	\$0	\$0	\$0
Total:	<u>\$1,844,021</u>	<u>\$1,590,309</u>	<u>\$996,385</u>	<u>\$2,460,857</u>	<u>\$283,352</u>	<u>\$2,744,209</u>

BUDGET ADJUSTMENTS:

Expenditure

FTE

Revenue

PACS S/W Maintenance 0001-305-01

The maintenance agreement for the Assessor / Treasurer System (ATS) for assessing real and personal property, levying tax rates by the County and its junior taxing districts, as well as the State of Washington, creation of property taxes, billing of such taxes to the property owners, collection of such billed amounts, and distribution of such collections to the appropriate levying parties has a graduating scale to it. Pursuant to Amendment 1 of the Master License and Professional Services Agreement between True Automation and Clark County since the County only received Phase 1 functionality in 2009, this scale is adjusted depending upon receipt by the Assessor and Treasurer of Phase II functionality contained in Amendment 2.

0001-305-518870-Unix Admin \$283,352 0.00 \$0

BUDGET ADJUSTMENTS TOTAL: \$283,352 0.00 \$0

Information Services

Program Summary

OBIS Operations

Operations provides all database processing of reports and data storage, backup and retrieval for all County departments. Operations maintains data security with a comprehensive tape back-up system that is processed daily.

Operational planning Cagories

Purpose: Essential

Scope: Regional (County-wide)

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$275,747	\$155,416	\$146,887	\$294,298	\$0	\$294,298
Benefits	\$70,501	\$56,510	\$34,918	\$108,273	\$0	\$108,273
Allowances	\$0	\$0	\$40	\$0	\$0	\$0
Overtime/Comp Time	\$2,145	\$1,200	\$158	\$1,200	\$0	\$1,200
Supplies	\$93,548	\$105,000	\$39,191	\$105,000	\$0	\$105,000
Professional Services	\$2,384	\$2,800	\$618	\$2,800	\$0	\$2,800
Travel and Training	\$2,418	\$4,400	\$1,311	\$4,400	\$0	\$4,400
Other Services	\$14,469	\$16,036	\$10,059	\$14,000	\$0	\$14,000
<u>Total:</u>	<u>\$461,212</u>	<u>\$341,362</u>	<u>\$233,182</u>	<u>\$529,971</u>	<u>\$0</u>	<u>\$529,971</u>

Information Services

Program Summary

System Administration

Systems administrators are responsible for the architecture, design, installation and operation of the function of the overall network.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Salaries, Regular	\$802,899	\$685,568	\$346,814	\$697,179	\$0	\$697,179
Benefits	\$198,755	\$286,072	\$88,922	\$250,576	\$0	\$250,576
Allowances	\$21	\$0	\$95	\$0	\$0	\$0
Overtime/Comp Time	\$68,070	\$17,940	\$4,535	\$17,940	\$0	\$17,940
Supplies	\$194,712	\$93,484	\$14,905	\$81,392	\$0	\$81,392
Temporary Services	\$55,431	\$0	\$0	\$0	\$0	\$0
Professional Services	\$19,032	\$832	\$4,120	\$832	\$0	\$832
Travel and Training	\$45,163	\$5,314	\$0	\$1,814	\$0	\$1,814
Other Services	\$234,917	\$213,680	\$224,260	\$209,378	\$0	\$209,378
Capital Expenditures	\$12,190	\$0	\$39,974	\$0	\$0	\$0
<u>Total:</u>	<u>\$1,631,190</u>	<u>\$1,302,890</u>	<u>\$723,625</u>	<u>\$1,259,111</u>	<u>\$0</u>	<u>\$1,259,111</u>

MDC & Radio ER&R**Department Summary**

The department is responsible for collecting funds to pay for the repair and replacement of Mobile Data Computers (MDCs) and 800 MHz radios used by the Clark County Sheriff's Office and other County departments.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Repair and Replacement of MDC and Radio	\$504,266	\$632,640	\$103,252	\$632,640	\$0	\$632,640
<u>Total:</u>	<u>\$504,266</u>	<u>\$632,640</u>	<u>\$103,252</u>	<u>\$632,640</u>	<u>\$0</u>	<u>\$632,640</u>
<u>Expenditures By Obj. Category</u>						
Supplies	\$410,569	\$496,304	\$77,932	\$496,304	\$0	\$496,304
Other Services	\$93,697	\$136,336	\$25,320	\$136,336	\$0	\$136,336
<u>Total:</u>	<u>\$504,266</u>	<u>\$632,640</u>	<u>\$103,252</u>	<u>\$632,640</u>	<u>\$0</u>	<u>\$632,640</u>

MDC & Radio ER&R

Program Summary

Repair and Replacement of MDC and Radio

This program is responsible for the repair and replacement of the County's Mobile Data Computers (MDCs) and 800 MHz Radios used by the Clark County Sheriff's Office and other County departments.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$410,569	\$496,304	\$77,932	\$496,304	\$0	\$496,304
Other Services	\$93,697	\$136,336	\$25,320	\$136,336	\$0	\$136,336
<u>Total:</u>	<u>\$504,266</u>	<u>\$632,640</u>	<u>\$103,252</u>	<u>\$632,640</u>	<u>\$0</u>	<u>\$632,640</u>

Major Maintenance Reserve - General

Department Summary

The Major Maintenance Reserve Fund (5193) was established during 1995 under the control of the Office of Budget to manage the reserves generated by both the existing and the proposed programs with funding coming from the General Fund (0001), the ER & R Fund (5091), the Road Fund (1012) and the Road Operations Fund (5095). Expenditures will be for project costs incurred by the service provider in accordance with the long term maintenance programs. The long term programs will include a contingency element which will enable changes to the annual program to be made by the County Administrator with the overall budget appropriations. The projects in this department relate specifically to general government facilities mostly in the downtown campus area.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	Actuals	Budget	Actuals	Baseline	Adjustment	Total Required
Major Maintenance Reserve - General	\$160,738	\$0	\$77,470	\$0	\$0	\$0
<u>Total:</u>	<u>\$160,738</u>	<u>\$0</u>	<u>\$77,470</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
 <u>Expenditures By Obj. Category</u>						
Supplies	\$0	\$0	\$16	\$0	\$0	\$0
Other Services	\$160,738	\$0	\$77,454	\$0	\$0	\$0
<u>Total:</u>	<u>\$160,738</u>	<u>\$0</u>	<u>\$77,470</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Major Maintenance Reserve - General

Program Summary

Major Maintenance Reserve - General

This program represents both reserves and expenditures for major maintenance projects for the Facilities Management function within the general government structure.

[Operational planning Cagories](#)

Purpose: Discretionary

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$0	\$0	\$16	\$0	\$0	\$0
Other Services	\$160,738	\$0	\$77,454	\$0	\$0	\$0
<u>Total:</u>	<u>\$160,738</u>	<u>\$0</u>	<u>\$77,470</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Public Information and Outreach

Department Summary

The Public Information and Outreach office (PIO) provides citizens with accurate, comprehensive information about county services, activities, and issues. In addition, the PIO office serves as a resource for elected officials' offices and other county departments in developing strategies and materials that promote effective communication and outreach with the public. The Neighborhood Outreach Program is an important component of that effort, enhancing community dialogue, partnerships, and problem-solving. The PIO office serves as the lead public information officer for the Emergency Coordination Center in the event of a natural disaster or emergency, and is responsible for establishing procedures and coordinating with other intergovernmental agencies and municipalities within Clark County.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Communications	\$1,040,030	\$887,182	\$510,535	\$1,051,384	\$0	\$1,051,384
Neighborhood Outreach	\$19,245	\$11,206	\$1,676	\$8,500	\$0	\$8,500
<u>Total:</u>	<u>\$1,059,275</u>	<u>\$898,388</u>	<u>\$512,211</u>	<u>\$1,059,884</u>	<u>\$0</u>	<u>\$1,059,884</u>

Expenditures By Obj. Category

Salaries, Regular	\$747,407	\$558,427	\$358,308	\$655,466	\$0	\$655,466
Benefits	\$203,738	\$218,292	\$126,711	\$342,438	\$0	\$342,438
Allowances	\$0	\$0	\$174	\$0	\$0	\$0
Supplies	\$32,587	\$11,367	\$4,632	\$8,630	\$0	\$8,630
Temporary Services	\$21,841	\$9,850	\$4,189	\$8,850	\$0	\$8,850
Professional Services	\$2,781	\$63,700	\$1,354	\$6,300	\$0	\$6,300
Travel and Training	\$13,627	\$3,748	\$290	\$2,550	\$0	\$2,550
Other Services	\$37,294	\$33,004	\$16,553	\$35,650	\$0	\$35,650
<u>Total:</u>	<u>\$1,059,275</u>	<u>\$898,388</u>	<u>\$512,211</u>	<u>\$1,059,884</u>	<u>\$0</u>	<u>\$1,059,884</u>

Public Information and Outreach

Program Summary

Communications

This program offers assistance and advice to county staff in developing communications strategies that inform citizens and that enhance interaction and dialogue between county government and the public. Staff in this program also develop and produce many of the materials that comprise the county's public information effort.

[Operational planning Cagories](#)

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$747,407	\$558,427	\$358,308	\$655,466	\$0	\$655,466
Benefits	\$203,738	\$218,292	\$126,711	\$342,438	\$0	\$342,438
Allowances	\$0	\$0	\$174	\$0	\$0	\$0
Supplies	\$29,343	\$9,867	\$4,251	\$7,130	\$0	\$7,130
Temporary Services	\$16,900	\$4,000	\$4,189	\$4,050	\$0	\$4,050
Professional Services	\$2,417	\$63,700	\$1,354	\$5,900	\$0	\$5,900
Travel and Training	\$8,518	\$2,398	\$290	\$1,850	\$0	\$1,850
Other Services	\$31,707	\$30,498	\$15,258	\$34,550	\$0	\$34,550
Total:	<u>\$1,040,030</u>	<u>\$887,182</u>	<u>\$510,535</u>	<u>\$1,051,384</u>	<u>\$0</u>	<u>\$1,051,384</u>

Public Information and Outreach

Program Summary

Neighborhood Outreach

This program provides services to neighborhood associations participating in the Neighborhood Outreach Program. It provides opportunities for county government and neighborhood associations to create partnerships that maintain or enhance the livability within a geographic boundary. It also provides support and expertise to county departments in developing effective citizen participation opportunities with county neighborhoods.

Operational planning Cagories

Purpose: Support

Scope: Regional (County-wide)

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$3,244	\$1,500	\$381	\$1,500	\$0	\$1,500
Temporary Services	\$4,941	\$5,850	\$0	\$4,800	\$0	\$4,800
Professional Services	\$364	\$0	\$0	\$400	\$0	\$400
Travel and Training	\$5,109	\$1,350	\$0	\$700	\$0	\$700
Other Services	\$5,587	\$2,506	\$1,295	\$1,100	\$0	\$1,100
<u>Total:</u>	<u>\$19,245</u>	<u>\$11,206</u>	<u>\$1,676</u>	<u>\$8,500</u>	<u>\$0</u>	<u>\$8,500</u>

Risk Management

Department Summary

The Risk Management department has overall responsibility for the County's Insurance purchases. This includes General Liability, Property, Bonding, Aviation and Crime coverages. The department is also involved with Loss Control, Claims handling and Contract monitoring.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Risk Management	\$445,915	\$453,477	\$228,606	-\$44	\$0	-\$44
Health and Safety	\$347,844	\$249,385	\$112,913	\$0	\$0	\$0
<u>Total:</u>	<u>\$793,759</u>	<u>\$702,862</u>	<u>\$341,519</u>	<u>-\$44</u>	<u>\$0</u>	<u>-\$44</u>

Expenditures By Obj. Category

Salaries, Regular	\$563,913	\$469,238	\$251,908	\$0	\$0	\$0
Benefits	\$156,409	\$183,501	\$76,913	-\$44	\$0	-\$44
Allowances	\$0	\$0	\$110	\$0	\$0	\$0
Overtime/Comp Time	\$308	\$0	\$260	\$0	\$0	\$0
Supplies	\$40,043	\$26,173	\$1,701	\$0	\$0	\$0
Professional Services	\$6,117	\$11,150	\$437	\$0	\$0	\$0
Travel and Training	\$6,027	\$7,100	\$3,315	\$0	\$0	\$0
Other Services	\$20,942	\$5,700	\$6,875	\$0	\$0	\$0
<u>Total:</u>	<u>\$793,759</u>	<u>\$702,862</u>	<u>\$341,519</u>	<u>-\$44</u>	<u>\$0</u>	<u>-\$44</u>

Risk Management

Program Summary

Health and Safety

The County's Occupational Health and Safety program works to provide and maintain a safe environment for county employees and members of the public who visit county facilities by developing safety and health programs, training employees and meeting WISHA and OSHA regulatory requirements. The program also works to ensure that all Clark County programs, services and activities are accessible to all persons including persons with disabilities by implementing policies, procedures and structural accessibility surveys to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.

[Operational planning Categories](#)

Purpose: Essential

Scope: County-Wide

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$235,486	\$149,040	\$81,473	\$0	\$0	\$0
Benefits	\$69,967	\$66,422	\$28,650	\$0	\$0	\$0
Allowances	\$0	\$0	\$29	\$0	\$0	\$0
Overtime/Comp Time	\$135	\$0	\$0	\$0	\$0	\$0
Supplies	\$32,630	\$18,923	\$1,471	\$0	\$0	\$0
Professional Services	\$6,113	\$11,150	\$437	\$0	\$0	\$0
Travel and Training	\$3,087	\$3,850	\$511	\$0	\$0	\$0
Other Services	\$426	\$0	\$342	\$0	\$0	\$0
Total:	<u>\$347,844</u>	<u>\$249,385</u>	<u>\$112,913</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Risk Management

Program Summary

Risk Management

This program is responsible for the administration of the General Liability Fund involving claims and lawsuits against the county.

Operational planning Cagories

Purpose: Support

Scope: Internal

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
Program By Obj. Category:	Actual	Budget	Actual	Baseline	Adjustment	Recommended
Salaries, Regular	\$328,427	\$320,198	\$170,435	\$0	\$0	\$0
Benefits	\$86,442	\$117,079	\$48,263	-\$44	\$0	-\$44
Allowances	\$0	\$0	\$81	\$0	\$0	\$0
Overtime/Comp Time	\$173	\$0	\$260	\$0	\$0	\$0
Supplies	\$7,413	\$7,250	\$230	\$0	\$0	\$0
Professional Services	\$4	\$0	\$0	\$0	\$0	\$0
Travel and Training	\$2,940	\$3,250	\$2,804	\$0	\$0	\$0
Other Services	\$20,516	\$5,700	\$6,533	\$0	\$0	\$0
Total:	<u>\$445,915</u>	<u>\$453,477</u>	<u>\$228,606</u>	<u>-\$44</u>	<u>\$0</u>	<u>-\$44</u>

Server Equipment Repair & Replacement

Department Summary

This fund budgets for the expenditures associated with the ongoing repair and replacement of County-wide computer network servers and collects revenue from County departments and participating outside agencies.

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Expenditures by Program</u>	<u>Actuals</u>	<u>Budget</u>	<u>Actuals</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Total Required</u>
Server Equipment Repair & Replacement	\$1,415,429	\$1,330,588	\$446,233	\$1,130,588	\$0	\$1,130,588
<u>Total:</u>	<u>\$1,415,429</u>	<u>\$1,330,588</u>	<u>\$446,233</u>	<u>\$1,130,588</u>	<u>\$0</u>	<u>\$1,130,588</u>

Expenditures By Obj. Category

Supplies	\$8,829	\$0	\$4,769	\$0	\$0	\$0
Professional Services	\$0	\$50,000	\$0	\$50,000	\$0	\$50,000
Other Services	\$914,846	\$0	\$381,896	\$0	\$0	\$0
Capital Expenditures	\$491,754	\$1,280,588	\$59,568	\$1,080,588	\$0	\$1,080,588
<u>Total:</u>	<u>\$1,415,429</u>	<u>\$1,330,588</u>	<u>\$446,233</u>	<u>\$1,130,588</u>	<u>\$0</u>	<u>\$1,130,588</u>

Server Equipment Repair & Replacement

Program Summary

Server Equipment Repair & Replacement

This program facilitates the repair and replacement of County-wide computer network server equipment and collects revenue from County departments and participating outside agencies to fund these costs.

Operational planning Cagories

Purpose: Support

Scope: Regional (County-wide)

	2007-2008	2009-2010	2009	2011-2012	2011-2012	2011-2012
<u>Program By Obj. Category:</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Baseline</u>	<u>Adjustment</u>	<u>Recommended</u>
Supplies	\$8,829	\$0	\$4,769	\$0	\$0	\$0
Professional Services	\$0	\$50,000	\$0	\$50,000	\$0	\$50,000
Other Services	\$914,846	\$0	\$381,896	\$0	\$0	\$0
Capital Expenditures	\$491,754	\$1,280,588	\$59,568	\$1,080,588	\$0	\$1,080,588
<u>Total:</u>	<u>\$1,415,429</u>	<u>\$1,330,588</u>	<u>\$446,233</u>	<u>\$1,130,588</u>	<u>\$0</u>	<u>\$1,130,588</u>